



English Path Head Office
Ash Shuhada, Ghirnatah,
Riyadh, 13241,
Saudi Arabia
info@englishpath.com

JOB DESCRIPTION

Job Title:	EFL Teacher
Reports to Title:	Centre and Academic Manager
Business Function:	Academic
Location:	Riyadh

ABOUT ENGLISH PATH:

English Path is a rapidly growing, global English language school and pathway provider that empowers students of all ages through language learning and cultural experiences. English Path has expanded significantly since its foundation, establishing modern campuses, and professional learning environments in the UK, Europe, North America, and the Middle East.

English Path (EP) is a growing international education provider specialising in language education, university preparation and programmes for young learners. The Young Learner Academy (YLA) is a strategic growth area for EP, encompassing language-focused camps and an expanding portfolio of academic, cultural, sports and thematic programmes delivered globally.

MISSION:

A world in which every person can communicate using a common language, removing inequality and creating a level playing field. Courses that stimulate and challenge. Students that learn, excel and grow.

VISION:

To create the world's most accessible and innovative English language school that changes lives through education that makes a fundamental difference to living standards.

ROLE PURPOSE:

We are looking for an experienced English language teacher with a strong background in Academic English and university preparation programmes. As an English Teacher, you will be responsible for engaging students in the learning process, maximising learner outcomes, and delivering stimulating, challenging and enjoyable lessons. The role focuses primarily on pre-sessional and Academic English provision, preparing students for the linguistic, academic and study skills demands of higher education. Courses may include Academic English, EAP and, where required, General English.

Teachers may be asked to teach on a range of programmes depending on their qualifications and experience. As a full-time member of the academic team, you may also contribute to the development of teaching and assessment materials, student placement and progress testing, quality assurance processes, and the planning and delivery of Continuing Professional Development (CPD) sessions. In addition, you may be required to support the Academic Manager with administrative and academic duties as required.

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ROLE AND RESPONSIBILITIES:**English Instruction**

- Plan and deliver interactive lessons designed to elevate students' general English proficiency while introducing basic academic vocabulary, reading, writing, speaking, and listening skills.
- Focus on structural accuracy, paragraph writing, basic skimming/scanning techniques, and active listening to prepare students for formal EAP courses.
- Target common error patterns and language gaps specific to Arabic-speaking learners to build a strong linguistic foundation.
- Ensure all teaching aligns with intended course learning outcomes and English Path academic standards.

Optional EAP Instruction (For Qualified Candidates)

- Teach high-level skills including formal essay structure, paraphrasing techniques, and academic referencing styles.
- Develop students' critical thinking, seminar participation, and data presentation/analysis skills.
- Guide students to understand the academic conventions and independent learning habits expected in global higher education systems.

Student Support and Development

- Create a positive, inclusive learning environment that is adjusted to different learning styles and encourages participation and academic curiosity.
- Provide academic guidance and support to help students adjust to the expectations of higher education and develop independent learning habits and self-directed learning.
- Encourage independent learning, intellectual curiosity, and active participation.
- Support students in understanding academic conventions, expectations and standards within international higher education systems.

Assessment and Feedback

- Mark and assess student work in line with programme criteria and against pre-determined marking criteria.
- Offer timely, constructive feedback on students' work and learning progress to support academic progress and skill development.
- Maintain accurate academic records and contribute to the maintenance of academic standards.

Quality Assurance and Professional Development

- Participate in onboarding and teaching preparation prior to course delivery.
- Participate in internal quality assurance processes and contribute to continuous improvement.
- Engage in professional development activities, including training in pedagogy and digital tools.
- Attend team meetings, teaching workshops, and contribute to academic planning and review.

ESSENTIAL SKILLS AND EXPERIENCE:

- Degree: Bachelor's degree is essential. (A degree in English, Education, Linguistics, or a related field is highly preferred).

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- Teaching Certification: CELTA, Trinity CertTESOL, or an equivalent recognised face-to-face TEFL qualification is essential.
- Desirable: DELTA, Trinity DipTESOL, or a Master's degree in TESOL/Applied Linguistics.

Experience and Skills

- Target Experience: 2-3 years post CELTA experience teaching General English or introductory Academic English, ideally within the Middle East or with Arabic-speaking learners.
- Methodology: An in-depth understanding of communicative language teaching methodologies suited to monolingual environments.
- Tech Literacy: Confident use of interactive whiteboards, classroom technology, and Virtual Learning Environments (e.g., Moodle, Canvas).
- Cultural Awareness: High level of professional conduct, flexibility, and cultural sensitivity in all interactions with staff and students.
- Strong understanding of global English language assessments, specifically the academic requirements of IELTS, Cambridge English Qualifications, and other major international exam suites.
- Organization: Strong organizational skills, with the ability to maintain accurate records and manage workload deadlines efficiently
- A desire to continue to develop professionally and help support and develop less experienced teachers.
- Experience providing support and feedback.

OTHER INFORMATION:

The EFL Teacher will also be expected to demonstrate their commitment:

- To EP values and regulations, including equal opportunities policy.
- To EP's Social, Economic and Environmental responsibilities and minimise environmental impact in the performance of the role and actively contribute to the delivery of EP's Environmental Policy.
- To their Health and Safety responsibilities to ensure their contribution to a safe and secure working environment for staff, students, and other visitors to the campus.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned.